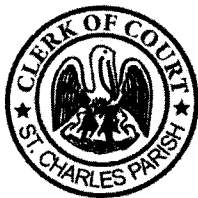


Certified Copy



St. Charles Parish Clerk of Court  
P.O. Box 424  
Hahnville, LA 70057

Phone (985) 783-6632

*Ord. Ref. 24-5-8  
2024-0159*

**Lance Marino**  
Clerk of Court  
Parish of St. Charles

**Instrument Number: 486361**

**Book/Index: MOB**

**Document Type: ACCEPTANCE**

**Recording Date: 01/16/2025 12:11 PM CST**

**Grantor 1: ST CHARLES PARISH**

**Grantee 1:**

THIS PAGE IS RECORDED AS PART OF YOUR DOCUMENT AND  
SHOULD BE RETAINED WITH ANY COPIES.

THE ATTACHED DOCUMENT IS A **CERTIFIED TRUE AND CORRECT COPY** THAT WAS  
RECORDED ON THE DATE AND TIME LISTED ABOVE AND CERTIFIED ON THE SAME.



*Aubrey Waguespack*  
**Aubrey Waguespack, Deputy Clerk**

**SECTION 00808**

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

DATE OF ISSUANCE December 16, 2024

Owner: St. Charles Parish

Contractor: Battco Construction and Maintenance, Inc.

Contract: St. Charles Parish Courthouse 1<sup>st</sup> Floor Renovation

Project: St. Charles Parish Courthouse 1<sup>st</sup> Floor Renovation

OWNER's Project No. NO-GBCH023

ARCHITECT's Project No. \_\_\_\_\_

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

To ST. CHARLES PARISH  
OWNER

And To BATTCO CONSTRUCTION AND MAINTENANCE, INC.  
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

DECEMBER 16, 2024  
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within Forty-Five (45) days of the above date of Substantial Completion.

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The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

OWNER: Provide insurance coverage on project site as of August 6, 2024. Transfer any and all utilities to Owner's name. Provide access during normal working hours for any punch list item work by Contractor.

CONTRACTOR: To furnish operating and maintenance manuals and warranties. Complete punch list and /or warranty items in a timely manner

The following documents are attached to and made a part of this Certificate:

*[For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents.]*

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents. **Submit 6 (six) original documents signed and dated by the Engineer and Contractor to Dept of Public Works, 100 River Oaks Dr., Destrehan, La 70047 for processing.**

Executed by ARCHITECT on 1/13/2025  
Date

Michael J. Tabb, AIA  
ARCHITECT

By: [Signature]  
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on 1/10/25  
Date

Joseph Battaglia, III, President  
CONTRACTOR

By: [Signature]  
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on 1/15/25  
Date

St. Charles Parish  
OWNER

By: [Signature]  
(Authorized Signature)



13760 River Road  
Destrehan, LA 70047

## Punch List

Project: **St. Charles Parish Courthouse First Floor Renovation NO-GBH023**

Date: **12.16.2024**

### **GENERAL NOTES APPLY TO ALL ROOMS**

|            |   |
|------------|---|
| \$2,200.00 | Clean all flooring and base                 |
| \$1,200.00 | Wipe down all storefront                    |
| \$6,500.00 | Touch up paint all at all blue tape areas   |
| \$600.00   | Remove protective tape from all MEP devices |

### **Concession 102**

|            |  |
|------------|--|
| \$75.00    | Install missing electric device cover  |
| \$1,200.00 | retouch-repaint entire concession area |

### **Vestibule @ entrance**

|          |  |
|----------|--|
| \$250.00 | Re-install fire alarm device so that it sits flush |
|----------|--|

### **Receptionist 105**

|            |  |
|------------|--|
| \$500.00   | Clean up and re-touch wall around countertop                           |
| \$4,500.00 | Polish entire countertop to remove excess scratches/imperfections etc. |
| \$200.00   | Remove excess paint from base  |

### **General Office 107**

|          |  |
|----------|--|
| \$800.00 | Install trim at exterior storefront windows            |
| \$150.00 | Remove and recut new ceiling tile at fire alarm device |

### **Tax Collector 108**

|          |  |
|----------|--|
| \$150.00 | Replace damaged ceiling tile next to fire alarm device |
| \$150.00 | Remove and recut new ceiling tile at fire alarm device |

### **Book Keeping 109**

|          |                              |
|----------|------------------------------|
| \$150.00 | Replace damaged ceiling tile |
|----------|------------------------------|

### **Auditor 110**

\$300.00 Re-install missing ceiling tile

**Conference Room 112**

\$900.00 Re-adjust all cabinet doors so they sit evenly and flush with one another

\$900.00 Re-adjust all cabinet drawers and drawer slides so they sit evenly and flush with one another

\$450.00 Install plugs over screws in cabinets

\$200.00 Install electrical outlet in cabinet

\$1,200.00 Polish entire countertop to remove excess scratches

**Restroom 113**

\$150.00 Remove blue tape from floor drain

\$300.00 Remove and Reinstall toilet tissue dispenser to correction location, patch was as required

\$150.00 Replace damaged ceiling tile @ fire alarm

**Reception area 118**

\$300.00 Install missing ceiling tiles

\$9,850.00 Polish entire countertop to remove excess scratches

\$300.00 Remove protective film from casework

\$3,300.00 Install undermount lights on countertop

\$225.00 Paint trim around window @ clerks office 119

\$300.00 Retouch up paint on furr down above station no. 3

**Clerk's Office 119**

\$250.00 Repaint base

\$150.00 Install missing ceiling tiles

**Restroom 113**

\$300.00 Remove and Reinstall toilet tissue dispenser to correction location, patch was as required

**Secretary 121**

\$175.00 Caulk around storefront

\$150.00 Repaint trim around storefront

**Break Room 122**

\$150.00 Replace damaged ceiling tile

\$175.00 Repaint trim around storefront

\$175.00 Caulk around storefront

**General Office 123**

\$150.00 Replace damaged ceiling tile

\$350.00 Extend flooring to edge of casework in 3rd cubby

\$900.00 Re-adjust all cabinet doors so they sit evenly and flush with one another

\$900.00 Re-adjust all cabinet drawers and drawer slides so they sit evenly and flush with one another

\$750.00 Re-install base properly around all casework

\$150.00 Caulk countertop to wall  
\$0.00 Polish entire countertop to remove excess scratches

**Office 133**

\$150.00 Re-install missing ceiling tiles

**Office 135**

\$150.00 Replace damaged ceiling tile

\$5,000.00 Lights in Tax Accessor's office not working

**\$47,475.00**      **TOTAL**